



**Juanita Friday Market
2016 SPECIAL EVENT
APPLICATION**

City of Kirkland
Parks & Community Services
505 Market Street, Ste. A
Kirkland, WA 98033
425-587-3385
www.kirklandwa.gov

Applications will not be processed if information is incomplete or required attachments are missing.

APPLICANT INFORMATION

Company Name:	WA State Tax (UBI)#:	
Mailing Address:	City:	Zip:
Office Phone:	Website Address:	
Contact Name:		
Cell Phone:	E-mail Address:	
List names of those authorized to attend the market:		

DESCRIPTION OF DISPLAY – Attach additional sheets if necessary

Special Event Vendors will only be authorized to sell what is listed here. Describe the product/service to be promoted, sold, special offers and giveaways:

PERMITS & INSURANCE – Required Attachments

Please indicate which permits are required to operate your business and provide a current copy of each with this application.

- | | | |
|---|--|---|
| <input type="radio"/> Commercial Kitchen Permit | <input type="radio"/> Food Processors Permit | <input type="radio"/> High Hazard Food Permit |
| <input type="radio"/> Food Handlers Permit | <input type="radio"/> Organic Certification | <input type="radio"/> Other |
- ☐ In addition, the city of Kirkland requires proof of insurance. Attach a current certificate of insurance.

SPECIAL EVENT DATES – Select the events you're requesting to attend

Registration for Kid's Days is open through the end of August or until space is full	Registration for these events closes as indicated or when space is full
<input type="radio"/> June 3 – Kid's Day	<input type="radio"/> June 24 – Food Truck Rodeo (reg. closes June 17)
<input type="radio"/> July 1 – Kid's Day	<input type="radio"/> July 29 – Health Fair (reg. closes July 22)
<input type="radio"/> August 5 – Kid's Day	<input type="radio"/> August 26 – Health Fair (reg. closes August 19)
<input type="radio"/> September 2 – Kid's Day	<input type="radio"/> Sept. 30 – Harvest Festival (reg. closes Sept. 23)

FEES/PAYMENT

The non-refundable Special Event Registration Fee is \$75.00. Fees are due at the time of application. Checks should be made payable to City of Kirkland.

_____ of Special Event Days X # _____ of stalls X \$75.00 = \$ _____

HOLD HARMLESS/INDEMNIFICATION

Applicant shall defend, indemnify and hold harmless the City, its officers, officials, employees and volunteers from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises out of participation in the Juanita Friday Market or from any activity, work or thing done, permitted, or suffered by Applicant during the Juanita Friday Market, except only such injury or damage as shall have been occasioned by the sole negligence of the City.

The undersigned hereby makes application to the city of Kirkland to participate in the Juanita Friday Market and certifies the information provided in this application and supporting materials is true and accurate. The undersigned further states that he/she has the authority to make this application for the Applicant and agrees the Applicant will observe all ordinances and regulations of the City of Kirkland.

Read and check each statement below:

- ☐ I have read, understand and accept all rules and regulations as outlined in the Juanita Friday Market Guidelines.
- ☐ I am aware all information contained herein is subject to public disclosure in accordance with the Washington State Public Disclosure Act.
- ☐ I hereby give permission in perpetuity to the City of Kirkland, its officials, employees, agents and assigns to use my business name and photographic likeness in all forms and media for advertising and other promotional purposes.

Print Name: _____

Signature: _____

Title: _____

Date: _____

Send payment, complete application and copies of attachments to:

**City of Kirkland Parks & Community Services
Attn: Tina Lathia
505 Market Street, Ste. A
Kirkland, WA 98033**